



## **SEVENTH REGULAR SESSION**

Honolulu, HI, USA  
6-10 December 2010

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### **NOTICE OF MEETING**

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**WCPFC7-2010/01**  
**06 September 2010**

Members, Cooperating Non-Members and Participating Territories (CCMs) are invited to attend the Seventh Regular Session of the Commission for the Conservation and Management of Highly Migratory Fish Stocks in the Western and Central Pacific Ocean (WCPFC7).

With logistical and administrative support from the United States of America (USA) through the Western Pacific Regional Fisheries Management Council (WPRFMC) WCPFC7 meeting will take place at Honolulu, Hawaii from Monday 6<sup>th</sup> December to Friday 10<sup>th</sup> December 2010, with Sunday 5<sup>th</sup> December reserved to start the Fourth Session of the Finance and Administration Committee (FAC4). The meeting venue will be the JW Marriott Ihilani Resort at Ko Olina, Honolulu, Hawaii.

#### **Preliminary Meeting Documents**

In accordance with Rules of Procedure, the following documents have been or will be prepared shortly.

- a. Meeting Notice (WCPFC7-2010/01);
- b. Provisional Agenda (WCPFC7-2010/02);
- c. Provisional Annotated Agenda (WCPFC7-2010/03);
- d. Indicative Schedule (WCPFC7-2010/04); and
- e. Provisional Agenda and Provisional Annotated Agenda for the Finance and Administration Committee (WCPFC7-FAC4-2010/01 and WCPFC7-FAC4-2010/02, respectively).

The inclusion of any supplementary items in the agenda, accompanied by a written explanation, may be requested at least thirty days before the meeting. This is by Friday 5<sup>th</sup> November 2010.

#### **Submission of proposals**

The attention of CCMs is also drawn to the recommendation of WCPFC2 that draft proposals for the consideration of the Commission be tabled 30 days in advance of the regular session (paragraph 30 WCPFC2 Summary Report):

*30. Concern was expressed over the short time frames available for consideration of draft resolutions. The Commission agreed in good faith that, despite Rule 20 of the Rules of Procedure that requires 24 hours notice, Members would try to submit draft proposals 30 days prior to the Annual Session of the Commission in order to allow all Members adequate time for consideration and consultation.*

## **Remaining WCPFC7 Meeting Documents**

Every effort will be made to post all remaining meeting documents on the WCPFC website by 5 November 2010 however CCMs will be well aware of the Secretariat's resource constraints. All participants will be individually responsible for downloading their meeting papers and printing them out, as required. Please advise Ms Lucille Martinez ([meetings.wcpfc@wcpfc.int](mailto:meetings.wcpfc@wcpfc.int)) of any difficulties with downloading meeting papers.

## **Delegations and participants**

In accordance with Rules 6 and 36 of the Rules of Procedure for the Commission Members, Cooperating Non-Members, Participating Territories, Observers and others desiring to participate in WCPFC7 are respectfully requested to advise the Secretariat of contact details for official contacts, designated representatives, alternate representatives and advisers at the earliest opportunity.

All related enquiries about the WCPFC7 meeting should be addressed to the Secretariat's Finance and Administration Officer, Mr Ken Smithson, ([ken.smithson@wcpfc.int](mailto:ken.smithson@wcpfc.int)).

## **Registration**

All participants are requested to register electronically on the WCPFC website. If that is not possible please print and return the completed registration form to Herolyn Movick, preferably by email to [herolyn.movick@wcpfc.int](mailto:herolyn.movick@wcpfc.int) or [meetings.wcpfc@wcpfc.int](mailto:meetings.wcpfc@wcpfc.int) or by facsimile (+691 320 1108) as soon as possible. For those delegations with more than one participant it would be preferred if registrations could be submitted in one batch by a key contact for that delegation.

## **Meeting Venue**

The meeting venue will be the JW Marriott Ihilani Resort  
92-1001 Olani Street, Ko Olina, Oahu, Hawaii 96707  
<http://www.ihilani.com/>  
Phone: (808) 679 0079, Fax: (808) 679 0080  
(more details follow)

## **Accommodations**

### **Venue**

**JW Marriott Ihilani Resort at Ko Olina**  
92-1001 Olani Street, Ko Olina, Oahu, Hawaii 96707 USA  
<http://www.ihilani.com/>

Located on O'ahu's sunny western shore, the **Ihilani** lies within the 640 –acre Ko Olina Resort and is situated beside one of the resort's four lagoons. The Ihilani is 25-minutes from the Honolulu International Airport, and 45 minutes from downtown Honolulu.

The WPRFMC has secured a block of rooms at the Ihilani for participants at **USD 177** per night plus 13.962% tax (USD201.71). Rooms may be shared, up to 3 occupants; 3<sup>rd</sup> person charge, \$50 per person/night. Porterage on own, subject to daily housekeeping gratuities, \$2.50 per day. Check-in time is 3:00pm; check-out time is 11:00am.

## **Other than at Venue**

## **Marriott's Ko Olina Beach Club, A Marriott Vacation Club® Resort**

92-161 Waipaha Place Kapolei - Oahu, Hawaii 96707 USA

<http://www.marriott.com/hotels/travel/hnlko-marriotts-ko-olina-beach-club/>

The **Marriot Ko Olina Beach Club** is located 3 blocks from the Marriott Ihilani Resort. These villa suites are equipped with a Queen bed, Sofa bed, Kitchenette, Microwave, and Living/sitting area; sleep up to 4 people using the sofa bed. A limited inventory of these rooms has been secured by WPRFMC for you to reserve. Shuttle service is available between the two properties, or a short 15 minute walk.

A **Reservation link** is expected to be available shortly on the WCPFC website to assist with reservations for the two properties. Rates are guaranteed for all reservations made by **November 1, 2010**. For further inquiries, please contact the WPRFMC Coordinator Lee-Ann Choy ([prc@hawaii.biz](mailto:prc@hawaii.biz)).

### **Airport Transfers**

The Ko Olina Resort is located 18 miles, or 25 minutes from the Honolulu International Airport. It is intended to provide special assistance with transfers to and from the airport for delegation members of member governments (excluding the host country). If other participants are arriving at the same time it may be possible for them to join in these transfer arrangements, but at a cost. However to be able to organise this there would need to be early advice of arrival and departure details to Pacific Rim Concepts LLC. Accordingly participants are encouraged to make early arrangements and those participants nominating for funding support from the Commission should do so as early as possible.

Otherwise where needed an airport transfer service may be reserved when making hotel reservations. The cost is \$88.00 inclusive of tax, per person one way. Airport transfers shall be paid in advance, at the time of reservations and fees will be collected by Pacific Rim Concepts LLC. Cancellations must be submitted in writing to [prc@hawaii.biz](mailto:prc@hawaii.biz) at least 5 days prior to arrival, subject to \$10.00 handling fee. Cancellations received after the cut-off date is not refundable.

Delegations attending pre Annual Session meetings away from the meeting venue and making their own transport arrangements to the venue are asked to advise their transfer arrangements to [herolyn.movick@wcpfc.int](mailto:herolyn.movick@wcpfc.int) for information and coordination purposes.

Parking at the Resort is \$20.00 per night, per vehicle for guest staying in-house. For driving instructions visit the venue website. For spur of the moment car rental service, Hertz Car Rental has a desk at the JW Marriott Ihilani.

### **Visa for the USA**

Hawaii is the 50<sup>th</sup> State of the United States of America, and travelling guidelines to the United States shall be followed. For visa information please visit: <http://www.dhs.gov/files/crossingborders/>

### **Communication**

The WPRFMC will arrange for several generally available computers with printer and internet access to be available close to the main meeting room. WIFI will also be available in the main conference room. The venue is set up with wireless access in the public areas and meeting rooms; wired internet in the guest rooms, for a charge, \$12.95 per day (subject to change).

## Banking

Currency is US dollars.

The Resort accepts all major credit cards, and is capable of exchanging monies; First Hawaiian Bank ATM also available on-site. The Bank of Hawaii, First Hawaiian Bank, and American Savings Bank are located in the Kapolei Shopping District, a 10 minute drive from Ko Olina.

## Dining & Shopping Options

The Resort offers 24 hour room service, and a variety of dining options with light fare at the Poolside Grill, All-day Dining at the Naupaka Terrace (breakfast, lunch & dinner), Fine Dining at Azul, or Japanese delicacies at Ushio-Tei; Cocktails and beverages available at the Hokulea Lounge.

Nearby, within walking distance are the following dining & shopping options: Island Country Market, Kolohe's Beach Bar & Grill, Chuck's Steak & Seafood, Fia Fia Polynesian Dinner Show, Roy's Restaurant, and the Paradise Cove Luau, Hawaiian Barbecue.

WPRFMC will arrange for evening shuttle service between the Ko Olina Resort and the City of Kapolei (schedule to be advised). Kapolei, built as Oahu's 2<sup>nd</sup> city is complete with grocery markets, sundries, specialty stores, and even "big box" stores like Costco. A variety of dining options in various ethnic varieties and price ranges are available. [http://www.kapolei.com/kapolei\\_businesses.cfm](http://www.kapolei.com/kapolei_businesses.cfm)

## Additional Meeting Rooms

### Breakout Rooms

A limited number of breakout rooms may be reserved during the period 6 – 10 December. Requests shall be made to the Secretariat.

### Delegation Rooms

Delegations shall submit requests for delegation rooms to the WPRFMC Conference Coordinator (Lee-Ann Choy, [prc@hawaii.biz](mailto:prc@hawaii.biz)). Limited capacity is available, so please submit requests no later than **October 1, 2010**. Apart from the chairs and tables, audio visual services and food & beverage will have additional costs. Upon Secretariat approval for breakout room requests, WPRFMC Conference Coordinator (Lee-Ann Choy, [prc@hawaii.biz](mailto:prc@hawaii.biz)) will contact you to forward information, menus and costs as needed.

It is asked that Room Requests include the following information:

- Date / Time: \_\_\_\_\_
- Number of participants: \_\_\_\_
- Set up style:   \_\_ Conference   \_\_ Classroom   \_\_ Theatre                   \_\_ Rounds  
Other staging / room design: \_\_\_\_\_
- Audio Visual requirements (subject to charge):  
    \_\_ LCD Projector Package (includes Screen)   \_\_ Microphone(s): Quantity\_\_  
    \_\_ DVD Player                   \_\_ CD player                   \_\_ Internet access  
    \_\_ Other (please list) \_\_\_\_\_
- Food & Beverage service (subject to charge):                   \_\_ Yes                   \_\_ No

### **Nearby Hotels**

None available within 18 miles (25 minutes) - Airport area hotels or Makaha Resort

### **Finance and Administration Committee**

The Finance and Administration Committee will start its fourth meeting at 9am 5<sup>th</sup> December 2010. The meeting room for this event will be advised in due course.

### **Heads of Delegation meeting**

It is proposed that Heads of Delegation meet for a short meeting at 5pm 5<sup>th</sup> December (venue to be advised) to review arrangements for the meeting and exchange views on making the best use of the time available for WCPFC7.

### **Funding for Developing Countries and Participating Territories**

As usual the Commission will provide support to assist the participation of one formally nominated representative from each developing country and participating territory that is a member of the Commission in the form of a daily subsistence allowance and best economy airfare utilizing the most route available. Formal nominations for participants to receive this support should be submitted to the WCPFC Secretariat under the signature of the WCPFC Official Contact for qualifying developing country and participating territory Members by **1 November 2010**.

Nominations received after 24 November may, of logistical necessity, be funded on a reimbursable basis after the annual session rather than prepayment, subject to the principle of utilization of the most direct economical route. Any nominations for support received after the end of the financial year may not be able to be processed.

Yours sincerely,

Interim Executive Director